

**CITY OF HAYWARD**  
**Citizens Advisory Commission**

Wednesday, January 28, 2004

City of Hayward – City Hall  
777 – B Street, **Room 2-A**  
Hayward CA 94541

**6:30 PM**  
**REGULAR CAC MEETING**  
**A G E N D A**

- I. Call to Order
- II. Pledge of Allegiance
- III. Attendance
- IV. Welcome of Visitors
- V. Public Comments *(NOTE: The Public Comments section provides an opportunity to address the Citizens Advisory Commission on items not listed on the agenda. The Commission welcomes your comments and requests that speakers present their remarks in a respectful manner, within established time limits, and focus on issues which directly affect the City or are within the jurisdiction of the City. As the Commission is prohibited by State law from discussing items not listed on the agenda, your item will be taken into consideration, and may be referred to staff. Speakers will be limited to 5 minutes each.)*
- VI. Approval of December 17, 2003 Summary Notes
- VII. FY 2004-05 CDBG Applications and Funding Process Update
- VIII. CAC Meeting Calendar Revisions
- IX. February CDBG Tour Discussion: Schedule and Site Selections
- X. CAC Meeting Space Update
- XI. Liaison Reports:
  - A. City of Hayward Minor Home Repair Program: Commissioner McDermott
  - B. City of Hayward Housing Conservation Program: Commissioner McDermott
  - C. Emergency Shelter Program: Commissioner Thieman
- XII. Future Agenda Items
  - Update on City's Budget Process (Councilwoman Rodriguez)

XIII. Commissioner Announcements (Non-Action Items)

XIV. Adjournment

CAC summary notes are available by fax, e-mail, or regular mail. For more information, please call (510) 583-4250.

Please do not wear scented products. Persons with environmental sensitivities may be in attendance. Assistance will be provided to those requiring accommodations for disabilities in compliance with the Americans with Disabilities Act of 1990. Please request the accommodation at least 72 hours in advance of the meeting by calling (510) 583-4250, or by calling the TDD line for those with speech and hearing disabilities at (510) 247-3340.



**CITY OF HAYWARD**  
**Citizens Advisory Commission**  
**Summary Notes**  
**December 17, 2003**

**Regular Meeting**

- I. Call to Order:** Chairperson Imazumi called the meeting to order at 6:40 p.m.
- II. Pledge of Allegiance:** Members of the Commission recited the Pledge of Allegiance.
- III. Attendance:** All Commissioners in attendance signed the sign-in sheet. *(Record of attendance is kept from June 2003 through May 2004).*

Commissioners	Present This Meeting	All Meetings Year to Date		Regular Meetings Only Year to Date	
		Present	Absent	Present	Absent
April Chan	X	5	1	5	1
Launa M. Craig	O	5	1	5	1
Ramona Flores	X	4	2	4	2
Robert Imazumi *	X	6	0	6	0
Sylvia Jackson	O	4	2	4	2
Tina Jackson-Walda	X	3	3	3	3
Rodney Loche	X	3	3	3	3
Dianne McDermott	O	3	3	3	3
Al Mendall	X	4	1	4	1
Martin Nnam	O	5	1	5	1
Glorious K. Pulliam	X	6	0	6	0
Beverly Reliford	O	4	2	4	2
Diana Schaufler	O	5	1	5	1
Bonnie Thieman	X	3	3	3	3
Roger Treskunoff	X	4	2	4	2

\* Chairperson

**Staff in Attendance:** David Korth, Social Services Planning Manager  
Anne Culver, Community Development Specialist

- IV. Welcome of Visitors:** There were no visitors.
- V. Public Comments:** There were no public comments.
- VI. Approval of November 17, 2003 Summary Notes:** Commissioner Mendall made a motion to approve the November 17, 2003 Summary Notes. The motion was seconded by Commissioner Thieman, and approved unanimously.

- VII. The Brown Act and Conflict of Interest Law:** Maureen Conneeley from the City Attorney's office presented an orientation to the Brown Act, which is California's "sunshine" law for local governments. Based on state policy that the people must be informed so that they can maintain oversight of the government, the Brown Act requires that all meetings of the legislative body of a local agency be open and public.

Ms. Conneeley also reviewed California's Conflict of Interest Law, which is under the purview of Fair Political Practices Commission and derived from the California Political Reform Act as well as other bodies of law. Generally these laws prohibit a local government official from approving a contract with the public agency in which the official has a financial interest, and also preclude a public official from acting in a manner that creates an appearance of impropriety as relates to conflict of interest.

- VIII. CDBG Application / Evaluation Criteria Review:** In anticipation of the upcoming funding cycle, members of the Commission reviewed and discussed the CDBG Proposal Evaluation Criteria. CDBG applications for FY 2004-05 funding are due on January 20, 2004.

- IX. CDBG/CAC Activities on the City's Website:** This topic was placed on the agenda to update Commissioners regarding the inclusion of the Citizens Advisory Commission's activities and the CDBG funding process on the City's website. Ms. Culver reported that according to the City's Information Officer, the City website is undergoing an overall review and update. Beginning in early January 2004 it will be possible to access the CAC's meeting calendar and the CDBG funding process on the website.

**X. Agency Liaison Reports:**

**A. Community Resources for Independent Living (CRIL):** Commissioner Treskunoff visited the CRIL agency on December 15, 2003, and met with its executive director, Elizabeth Pazdral. CRIL is mid-county's only independent living center, and provides services and support to people with disabilities.

**B. Hayward Community Gardens:** Commissioner Flores delivered this report on the Hayward Community Gardens, which provides gardening opportunities for lower-income Hayward residents to supplement their grocery budgets.

**XI. Future Agenda items:**

- A.** City Budget Updates (as appropriate): Council Member Rodriguez
- B.** CDBG Funding Process Update
- C.** February CDBG Tour of Funded Agencies
- D.** CAC Meeting Space Update
- E.** Agency Liaison Reports

**XII. Commissioner Announcements (non-action items)**

There were no Commissioner Announcements.

**XIII. Adjournment:** The meeting was adjourned at 9:02pm.